

Final



WEARE BOARD OF SELECTMEN
MEETING MINUTES
November 15, 2021

PRESENT: FREDERICK W. HIPPLER, CHAIRMAN; JONATHAN H. OSBORNE, SELECTMAN; SHERRY M. BURDICK, SELECTMAN; JOHN VAN LOENDERSLOOT, SELECTMAN

ABSENT: JOHN (JACK) MEANEY, VICE CHAIRMAN (via phone for the tax rate and bid awards)

TOWN ADMINISTRATOR: Naomi L. Bolton

GUESTS: Finance Administrator Beth Rouse, Fire Chief Robert Vezina, Library Director Clay Kriese, PARC Chairman JaNeen Lentsch, PARC Member Pam Moul, Luke Drake, Tom Clow, Frank Campana

Chairman Hippler opened the meeting at 6:30 pm., welcomed those present to the November 15, 2021 meeting of the Weare Board of Selectmen and proceeded with the pledge of allegiance.

PUBLIC COMMENT:

1.) Luke Drake, 141 Duck Pond Road, twenty-five year resident, stated he was surprised to be approached by the Weare Winter Wanderers Snowmobile Club about moving a gate back onto his property from the town property. The Weare Winter Wanderers trail master explained to him they used the Town Tax Map and it does not show Luke Drake's two properties as being connected. Luke Drake stated this is not true and his land is well posted. He is very familiar with the bounds and knows where the drilled pins are. He mentioned the BOS meeting where the Board voted 5-0 to allow the Club passage through this land. He also stated how particular the Board is when discussing the Town's rights as landowners, and yet the Town did not involve him before they made this decision. Is there a land dispute? This needs to be researched. The Town cannot infer passage through his land.

The minutes referenced an old town road. In his original 1796 deed, it mentions a cattle passage. Not a town road, the minutes should not use words like that incorrectly. Luke stated the Board needs to pay more attention to the town's property lines before they give permission for organizations access. He is not motivated to police his own property for third parties to cross his land as in the past the Club did not serve him well.

Another concern, if the tax maps are wrong who is being taxed incorrectly. What other decisions are being made about trails and trespasses using incorrect tax maps. Registry of Deeds is what should be used, as the boundaries have not changed since 1796. He is not sure how the lines were skewed. The corners have granite pillars. Fundamentally, landowners should have confidence in the Town when dealing with property rights, use of public property next to private property.

He ended by asking the Board if they have any questions as he has the information for a continued conversation. Again, he asked is there a property dispute?

Chairman Hippler responded he does not know. Selectman Van replied the Board would look into Luke's concern. He suggested Town Administrator Bolton pull deeds and tax maps for verification on where the issue lies.

Luke Drake answered that should have happened prior. He encouraged the Board more due diligence before approving third party access.

2.) Tom Clow, 125 Concord Stage Road, asked the Board to correct the previous minutes from his comments of \$200,000/child to \$200,000/year. Next, he mentioned the cleaning contracts, he suggested hiring a part-time person to clean, for example, the Town Hall, in lieu of a cleaning service.

3.) Frank Campana, 322 Quaker Street, would like the Selectmen to consider the taxpayers when setting the tax rate. Last year, a Selectman stated many people are hurting when speaking to the article proposing a 3% pay raise for nonunion employees. Frank stated there is a majority of hurting people, not just nonunion employees, but taxpayers. Whether they are unemployed, elderly or on social security, etc. put the taxpayer first. He mentioned having talked to the Finance Administrator and there is over half a million dollar estimated budget surplus for this year.

DEPARTMENT HEAD/COMMITTEE ITEMS: none

2022 Budget Presentation

1.) Emergency Management and Fire Department Budget - Chief Bob Vezina

- EMD - no changes for 2022
- FD - coming through third year at default, in the fourth year of the 4year plan, adding 2 employees/year to get to 8 total, 24 hour coverage, seven days a week, 28 person call force total staff, highlights below:

Line Item	Account	Difference	Reason
304	Fire Wages FT EMT/Firefighter	\$3,969	vacancies
306	Fire Wages Overtime	\$9,744	1229.7 hours of coverage: vacation, sick, call back, training, etc
309	Fire Wages Call Force	(\$14,588)	Full time

Total Fire Department Budget:

a/o 10/31/21	2021 Approved	2022 Proposed	Difference	2022 Default	2022 Proposed	Difference
\$651,273.00	\$1,005,610.00	\$1,053,930.00	\$48,320.00	\$1,053,930.00	\$1,053,930.00	\$0.00

- FD warrant articles discussed were Cardiac at \$75,000.00 and Ambulance Replacement at \$350,000.00

Selectman Van moved, Selectman Burdick seconded to allow Fire Chief Vezina to spend \$52,610.42, from Stryker, for two Life Pak 15's as described in quote with the intention for Locality Equipment money and balance from budget or from ARPA money. Discussion: Chief Vezina stated the BOFW could go out and make the purchase as always they come to the BOS. **Passed 4-0-0**

- East Weare Furnace - Chief tried to restart the oil burner and then called Irving. Their Technician was not confident parts would work. The Board agreed to get quotes for a new propane furnace.

Weare Public Library 2022 Budget

	Budget 2020	Budget 2021	Proposed 2022
EXPENSES			
<i>Total Payroll</i>	\$ 189,508	\$ 218,931	\$ 223,209
<i>Operations</i>			
Books/Audio/Videos/Magazines	\$ 17,895	\$ 13,800	\$ 18,500
Downloadable Audio, eBooks, & Ancestry	\$ 2,303	\$ 2,900	\$ 3,100
Electricity	\$ 3,573	\$ 3,500	\$ 3,800
Fuel	\$ 3,617	\$ 3,700	\$ 4,000
Telephone/Fax	\$ 1,454	\$ 1,450	\$ 1,000
Bldg Maintenance	\$ 7,213	\$ 3,500	\$ 2,700
Fire Alarm dial-in/maint. contract	\$ 465	\$ 580	\$ 300
Programs	\$ 1,520	\$ 2,000	\$ 1,500
Supplies	\$ 4,040	\$ 2,500	\$ 3,000
Postage	\$ 315	\$ 350	\$ 350
Dues/Workshops	\$ 953	\$ 475	\$ -
Computer		\$ 1,000	\$ -
Equipment Maintenance	\$ -	\$ 1,000	\$ -
Computer Maintenance	\$ -	\$ 600	\$ -
Firewall contract	\$ 442	\$ 40	\$ -
Software renewal fees	\$ 2,310	\$ 2,400	\$ 2,400
<i>Total Operating</i>	\$ 46,098	\$ 40,695	\$ 40,650
<i>TOTAL EXPENSES</i>	<u>\$ 235,606</u>	<u>\$ 259,626</u>	<u>\$ 263,859</u>
INCOME			
<i>Raised by Taxation</i>	\$ 207,891	\$ 229,336	\$ 260,859
Trust Income	\$ 800	\$ 1,250	\$ 1,000
Nonlapsing: Fees, Donations	\$ 5,000	\$ 4,545	\$ 2,000
Grants	\$ 500	\$ 475	\$ -

2022 Budget Comparisons				
		2021 APPROVED BUDGET	2022 PROPOSED BUDGET	Difference
Account Number / Description				
583	LIBRARY			
584	01-455010-110 Library-Salary/Director	\$ 54,780	\$ 55,040	\$ 260
585	01-455010-118 Library-Longevity Bonus		\$ 750	\$ 750
586	01-455010-150 Library-Hourly Wages	\$ 114,492	\$ 116,476	\$ 1,984
587	01-455010-210 Library-Health Insurance/Buyout	\$ 25,401	\$ 24,927	\$ (474)
588	01-455010-225 Library-Medicare	\$ 2,454	\$ 2,580	\$ 126
589	01-455010-226 Library-Fica	\$ 10,489	\$ 11,023	\$ 534
590	01-455010-231 Library-NHRS	\$ 11,203	\$ 12,301	\$ 1,098
591	01-455010-330 Library-Operating Budget	\$ 40,695	\$ 40,650	\$ (45)
592	01-455010-522 Library-Life Ins.	\$ 112	\$ 112	\$ -
593	TOTAL LIBRARY	\$ 259,626	\$ 263,859	\$ 4,233



2021: A Year of Thanksgiving

Service Highlights by Clay Kriesie

Facility Improvements – we added...

- 5 New Air-Conditioning Units
- 3 New Desktop Computers
- A Garbage Storage Container
- New Shelving for the Fiction Collection
- New Carpet (replacing what was under the old shelves)
- Repainted the entire interior of main floor.

We also added...

- A new website: wearepubliclibrary.com
- A new mascot: Merlin the Magical Reading Owl. He is featured in our new logo (above), designed by Lindsey Hilliard. This logo is also on our new library cards.

I am grateful for our staff: Thelma Tracy, Karen Metcalf, Roberta Spitze, Dena Ventiere, Aroostine Brown, Patricia Koski, Corey Sisson, and (sub) Paulette Tuttle. This last year they have displayed great effort and attitude. They are continually motivated to maximize community service, and they strive for improvement. In June, we hired Corey as a Children's Assistant Librarian. She has fit in very well – especially with our younger patrons!

I am also very pleased with the job the staff is doing in building and promoting the collection. Overall, for physical materials, we're seeing a shift towards books over audio and video – with our Easy Readers, Graphic Novels, and Adult Fiction showing an increased demand.

With funding from the American Rescue Plan Act, we added science-themed games and kits.

This year, we've also handed out over 550 take-home craft kits to the community.

We began holding regular events last June. Since then, we've had over 70 in-person events with a total attendance of 1,157.

Our Summer Reading Program had about 1,200 participants.

Just these next few weeks... (see our most updated event guide on last page). Also, Karen is planning for another fun Winter Reading Program.

THANK YOU TO OUR EVENT COLLABORATORS

- Parks & Rec
- Weare Pickleball Club
- AG Paintball
- The Ruff Reader's
- Authors Marjorie Burke and Ellie Atherton
- Independence Financial Advisors
- The Historical Society
- Weare Farmer's Market
- Weare In The World for even promotion.
- A BIG special thanks to the Friends of the Library for providing the majority of the funding and support for our programming.

MUCH ADDITIONAL THANKS TO:

- Harmony Lodge, Hillsboro Masons for providing the Summer Reading Prize bikes.
- AARP-rep Jim Lucern for assisting patrons with their tax returns.
- Weare Village Kidz Academy and Weare We Grow Childcare for storytime visits.
- Card drives with the 4th grade teachers at the Middle School and teacher Leah Gendron at John Stark High.
- Our teen volunteers: Jake and Molly LeBrun and Nathan Peters
- All of those who made donations in the memory of Estermay Hadley and Lois Jourdain.
- The Family of Michael Sullivan for providing his granite Memorial Table.
- Benji Knapp and his crew for removing our old shelving.
- Beth Rouse for her continued assistance with our personnel budget.
- The Board of Trustees and the Library Foundation for their trust and support.

Most of all: Thank you to Our Patrons: The Citizens of Weare!
You are why we are here!

Clay M. Kriese, Director



3.) PARC - Chairman JaNeen Lentsch - highlights:

Line Item	Account	a/o 10/31/21	2021 Approved	2022 Proposed	Difference	2022 Default	2022 Proposed	Difference	Reason
561	wages/hourly	\$26,884	\$28,831	\$32,000	\$3,169	\$29,500	\$32,000	\$2,500	\$1. raise
569	outside	\$4,705	\$2,500	\$9,500	\$7,000	\$2,500	\$9,500	\$7000	Porta potties
570	rubbish	\$3,039	\$3,000	\$4,000	\$1,000	\$3,000	\$4,000	\$1,000	Fee increase
571	repairs	\$3,092	\$2,000	\$2,500	\$500	\$2,000	\$2,500	\$500	Damage Bolton Park
TOTAL		\$54,657	\$59,166	\$71,082	\$11,916	\$59,889	\$71,082	\$11,192	

Chairman Hippler stated rubbish removal and repairs are proper for the budget, but damage to the park and raises, to stay consistent with other departments, should be brought forth as a warrant article. JaNeen agreed. He asked if the damage at Bolton Park is a onetime expense or a continued repair. JaNeen responded more of a continued need related to wear and tear, not damage, maintenance.

2021 Tax Rate Setting (Vice Chairman Meaney participated via phone)

The Board of Selectmen reviewed the 2021 Tax Rate Setting Projections submitted by Finance Administrator Beth Rouse. It was stated that the undesignated fund balance from 2020 was \$2,234,855. The DRA set the preliminary tax rate at \$17.67. This was a decrease from the 2020 tax rate, which was \$23.95 per thousand. Based on the \$17.67 preliminary tax rate, the Town portion was \$3.51, the local school \$11.82, the State School \$1.46 and the County was \$0.88.

There were 5 projections given to the Board of Selectmen, the usage of zero dollars from undesignated fund balance which results in the \$17.67 per thousand tax rate, the usage of \$250,000 to reduce the tax rate to \$17.47, the usage of \$500,000 to reduce the tax rate to \$17.28, the usage of \$650,000 to reduce the tax rate to \$17.16, the usage of \$750,000 to reduce the tax rate to \$17.08 and the usage of \$850,000 to reduce the tax rate to \$17.00 per thousand. The Board reviewed the projections submitted and requested that the Finance Administrator run the calculations for the usage of \$600,000. If \$600,000 was used to offset the tax rate, the result would be a tax rate of \$17.20 with a fund balance retainage of 6.32%.

Chairman Hippler moved, Selectman Osborne seconded to retain 6.32% of the undesignated fund balance, use \$600,000 for reduction of taxes to set the rate at \$17.20. Passed 4-1-0 Selectman Van voted no.

Award Bids

I. Lawn Care -

a.) Municipal Properties Lawn Care

Stockhaus Enterprises, LLC	2022	\$67,350.00
	2023	\$67,350.00
	2024	\$67,350.00

Contract Total: \$202,050.00

Vice Chairman Meaney moved, Selectman Burdick seconded to award the Municipal Lawn Contract to Stockhaus Enterprise, LLC. Passed 5-0-0

b.) Cemetery Lawn Care

Landscape Exclusive, LLC	2022	\$42,000.00
	2023	\$44,000.00
	2024	\$45,000.00

Contract Total: \$131,000.00

Chairman Hippler moved, Selectman Burdick seconded to award the Cemetery Lawn Contract to Landscape Exclusive, LLC. Passed 4-0-0

c.) Fire Department Lawn Care

Stockhaus Enterprise, LLC	2022	\$8,725.00
	2023	\$8,725.00
	2024	<u>\$8,725.00</u>

Contract Total: \$22,700.00

Vice Chairman Meaney moved, Selectman Burdick seconded to award the Fire Department Lawn Contract to Stockhaus, LLC. Discussion: Selectman Van asked about splitting in half. Passed 3-1-0 Selectman Van voted no.

II. IT - Umbral Technologies, LLC.

Merrimack, NH	2022	\$31,800.00
	2023	\$31,800.00
	2024	<u>\$31,800.00</u>

Contract Total: \$95,400.00

Selectman Van moved, Selectman Osborne seconded to award the IT Bid to Umbral Technologies. Passed 5-0-0

Vice Chairman Meaney left the meeting after the IT Bid Award.

III. Cleaning Services -

a.) DPW Offices

A Cleaner Solution	April 1, 2022 - December 31, 2022	\$1,800.00
	January 1, 2023 - December 31, 2023	\$2,400.00
	January 1, 2024 - December 31, 2024	\$2,640.00
	January 1, 2025 - March 31, 2025	<u>\$ 660.00</u>

Contract Total: \$7,500.00

Selectman Van moved, Selectman Osborne seconded to award the DPW Cleaning Contract to A Cleaner Solution. Discussion: Chairman Hippler mentioned the public comment to hire a part-time person. Hard to find workers, not ready at this point. Passed 4-0-0

b.) Town Hall

A Cleaner Solution	April 1, 2022 - December 31, 2022	\$1,080.00
	January 1, 2023 - December 31, 2023	\$1,440.00
	January 1, 2024 - December 31, 2024	\$1,560.00
	January 1, 2025 - March 31, 2025	<u>\$ 390.00</u>

Contract Total: \$4,470.00

Selectman Van moved, Selectman Osborne seconded to award the Town Hall Cleaning Contract to A Cleaner Solution. Passed 4-0-0

c.) Town Offices

A Cleaner Solution	April 1, 2022 - December 31, 2022	\$5,625.00
	January 1, 2023 - December 31, 2023	\$7,500.00
	January 1, 2024 - December 31, 2024	\$7,800.00

\$1,980.00
\$22,905.00

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6. Trapping permit: **Selectman Burdick moved, Selectman Van seconded to authorize Chairman Hippler to sign trapping permit for Glenn Dubois at the Woods Family Forest.**

Passed 3-0-1 Chairman Hippler abstained

7. Eversource tree trimming: **Chairman Hippler moved, Selectman Van seconded to authorize Town Administrator Bolton to sign the permission to trim trees at Bolton Memorial Park. Passed 4-0-0**

8. Exofficio updates - Exofficios to provide updates on what is happening at the various committees as part of the agenda. This will keep the BOS informed and transparent on all projects and happenings. Selectman Osborne meets with the CIP Subcommittee, Selectman Van attends the PARC meetings, Vice Chairman Meaney attends the Planning Board meetings, and Chairman Hippler meets with the Stone Fund. He stated having updates is a good idea, and suggested placing the updates on the agenda after the Administrator's Report. As a member of the Conservation Committee, Selectman Burdick stated she agreed with the idea of providing updates; though not an Exofficio, she suggested Town Administrator Bolton give the Commission's updates. Selectman Burdick may not make every meeting of the Conservation Commission.

Building & Maintenance Projects:

1. Town Administration Office and Upstairs ceiling/walls - sought out pricing as the conditions are getting worse, flakes falling on working surfaces and employees, one quote in hand after seeking four total.

Chairman Hippler moved, Selectman Van seconded to appropriate \$14,600.00 awarded to Maskiell Painting for the second floor ceiling and walls repaired and painted per the estimate provided to come from ARPA money. Passed 4-0-0

2. East Weare Fire Station Roof - project completed.

3. Eversource - to call for boot removal at East Weare Fire Station, disconnect electricity on Barden purchase

4. Barden Property purchase - closed on Monday, recorded on Tuesday, electrical lines to be disconnected by Eversource, Chief Vezina looked at it for future training along with the Buzzell Hill property.

5. Riverdale Road/River Road - estimate and time frame received from Town Engineer, resident donated land to improve traffic flow. **Chairman Hippler moved, Selectman Burdick seconded to proceed with the expense of \$3000.00 to come from legal. Passed 4-0-0**

CORRESPONDENCE

- None

OTHER BUSINESS

1.) Selectman Burdick asked if the tax map is wrong with regards to Luke Drake's property, should the tax maps be reviewed. Town Administrator Bolton explained Robert Todd did the original survey in 1970. In digitizing the hand drawn maps, the lines do not match up. Tax Maps are from the 1970s and are not to be conveyed as legal, a surveyed document is needed. Selectman Van stated if the Board gave permission erroneously, then that needs to be withdrawn. Selectman Osborne stated permission was only given for access to the Town of Weare's property. Town Administrator Bolton reemphasized permission was granted to use the corner of Town owned property. Only when the Snowmobile Club trail master walked the property with SPNHF did he realize there was a mistake. Chairman Hippler added hard granite pins and markers are what stands. Town Administrator Bolton stated it was an honest mistake. She does not see the need for further research; there are no boundary line questions. No work has been done since the problem was discovered.

2.) Selectman Van questioned the Library Budget presentation that mentioned blinds and window shades as request for ARPA money. The Board has not approved anything. ARPA sheet was discussed.

3.) Selectman Van stated with Fire Chief Vezina's input for the Motorola discussion the Board should consider the numbers staying with Goffstown Dispatch, 3 year contract with an escape clause. What would be the third cost to later switch to Capital Area? Chairman Hippler asked if the Board should put a warrant article for the radio improvements per Motorola's bid this year. Selectman Van responded no and Chairman Hippler agreed. Selectman Van is in favor of putting a large chunk of the ARPA money towards the radios. Chairman Hippler mentioned there are still two outstanding bonds, the DPW building and roads. Selectman Osborne added the million-dollar cost for the radios should be bonded, not raised in one year. The discussion continued.

4.) 139 Concord Stage Road, Town Administrator Bolton and Building Inspector Dubreuil checked out the property today. They found a camper, a registered white GMC Envoy, a registered black Jeep Cherokee, along with a white CJ Jeep. There was a lot of stuff around the camper and it appeared the vehicles had not moved for a few days, no disturbed mud with all the recent rain. Verified with Wendy, the variance was to build a house in 2018. It expired May 1, 2020. Registration plate numbers to be given to Police. Selectman Van asked if taxes were paid and if the owners were still here. Town Administrator Bolton replied yes and she does not know where the owners live. She stated the property is visible on Google Maps. Selectman Van suggested sending a certified letter to the owners of record to the property.

Being there was no further business to come before the Board, Selectman Van made a motion, Chairman Hippler seconded to adjourn at 9:31 pm. Passed 4-0-0

ADJOURNMENT

A True Record.

Karen Nelson

Karen Nelson transcribed from
TA Bolton notes & You Tube recording